# Encroachment Permits
# Contact Decision Tool for Bridges & Special Structural Designs

| Earth Retaining Systems (ERS)[1] | | | | | |
|---|---|---|---|---|---|
| **Case** | **Questions** | **Answer** | **Project Type** | **When to Contact District Permit Engineer.** | **Structures Lead** |
| **1** | Will this project include construction of a new ERS that is all or partially within State R/W? | Yes | Complex | As soon as this work is identified in the project. | DES- Office of Special Funded Projects, Liaison Engineer[2] |
| | | | | | |
| **2** | Will this project include construction of a new ERS that is within a distance H[3] of the State R/W? | Yes | Complex | As soon as this work is identified in the project. | DES- Office of Special Funded Projects, Liaison Engineer[2] |
| | | | | | |
| **3** | Will this project include the modification or repair of an existing ERS that is all or partially within the State R/W? | Yes | Complex | As soon as this work is identified in the project. | DES- Office of Special Funded Projects, Liaison Engineer[2] |
| | | | | | |
| **4** | Will this project require excavation adjacent to an existing ERS that is all, partially within or within a distance H of the State R/W? | Yes | Complex | As soon as this work is identified in the project. | DES- Office of Special Funded Projects, Liaison Engineer[2] |
| | | | | | |
| **5** | Will this project include construction of a new or modification of an existing ERS that is outside a distance H of the State R/W? | Yes | Simple[4] | Applicant should contact District Permit Engineer when ready to apply for Encroachment Permit | Structures Maintenance & Investigations[5] |
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| **6** | Will this project mitigate a landslide or a slope stability problem? | Yes | Complex | As soon as this work is identified in the project. | DES- Office of Special Funded Projects, Liaison Engineer[2] |
| | | | | | |
| **7** | Project types not described in items 1-6. | Yes | Unknown | As soon as this work affecting structures is identified in the project. Structures Maintenance & Investigations to make determination as to "Lead" involvement and complexity. | Structures Maintenance & Investigations[5] |

[1] Earth Retaining Systems (ERS) are defined as any system that is utilized to retaining soil for the purpose of stabilization, excavation or embankment and may consist of gravity, semi-gravity, non-gravity cantilevered and anchored or any combination thereof.
[2] For Liaison Engineer District assignments & contact information see, http://www.dot.ca.gov/hq/esc/osfp/contact-us/contact-us.htm
[3] H is defined as the clear height distance from the FG in front of the ERS to the top of the ERS.
[4] Final determination of "Simple" project is responsibility of Structures Maintenance & Investigations. Determination depends on existing wall type, extent of proposed work, and many other factors.
[5] Districts 1-6 & 10 contact Harold Herr 916-227-8277/Richard Shepard 916-227-8769. Districts 7,8, 11, & 12 contact Gedion Werrede 213-897-2018/Bart Desai 213-897-2034

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